

PART 2006 - MANAGEMENT

Subpart F - Delegations of Authority

2006.251 General.

This instruction supplements RD Instruction 2006-F.

2006.252 Authorities.

- (b) Exhibits A, B and C provide the authorities which may be delegated by the State Director, Rural Development Managers and Community Development Managers.

2006.254 Expiration of delegated authority.

- (c) A review of the existing delegations of authority must be made within 30 days of the date a new supervisory employee is appointed. The delegation of authority should be initialed and dated by the incoming supervisor. A new delegation of authority should be prepared if changes are needed.

Attachments: Exhibits A, B and C.

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DISTRIBUTION: S, A, L

Administration
Management

State Director may delegate the following:	Prog Dir	SO Spec	RDM	RDS	Loan Spec	RDT	RDA	RDC	CDM	CDS	CDT	CDA	CDC
Loan and grant approval authority per 1901-A [1901.4 and exhibits]. Approval of AFHMP is tied to this per 1901-E [1901.203(c)(c)]. Approval of Environmental Impact Determinations are also tied to this. Refer to 1940-G [1940-302(i)].	X	X	X	X	X				X	X			
Authority to sign as Acting State Director [2006-G] in the “for” format [2030-A, 2030.302(b) and 2030.8(b)]. Exception: Legal documents are signed using own name as Acting State Director.	X	X	X										
Authority to sign under own name and title. For State Office employee, all correspondence of a policy nature sent to more than one addressee must be signed by the State Director. [2030.8(b)] Only the State Director or Acting State Director is authorized to sign congressional correspondence per 2030-A [2030.9].													
Execution of required items in connection with loans secured by real estate per 1955-A, 1955-B and 1955-C [1955.4(b), 1955.54(b), 1955.104(a)(2)]. See 1955.15(a)(2) for exception.	X	X											
Responsibilities of 1930-C Instruction to servicing official [1930.143(b)]. <u>Exception</u> : Only the State Director is authorized to approve a transfer of rental assistance [1930-C Exhibit E X V].	X	X	X	X	X	X			X	X			
Authority to approve servicing and liquidation of real estate security for MFH loans in accordance with 1965-B [1956.58(b)(2)].	X	X											
Authority to sign SFH real estate appraisals [1901.4(a)]. Appraisal authority will be granted on a case-by-case basis. [7 CFR Chapter XVIII Part 1900.5]. Part time appraisers will be designated as such [1922.3].	X	X	X	X	X				X	X	X		
Authority for ordering SFH real estate appraisals [2024-A Exhibit D].	X	X	X						X				
Authority to review and approve SFH sites per 1924-C [1924.120].	X	X	X						X				
Authority to complete Civil Rights Impact Analysis forms as certifying official on behalf of the State Director per 2006-P [2006.754(b)(2)].	X	X	X	X	X				X	X			

Rural Development Manager (RDM) may delegate the following:	Prog Dir	SO Spec	RDM	RDS	Loan Spec	RDT	RDA	RDC	CDM	CDS	CDT	CDA	CDC
Authority to sign correspondence using the “for” format in formal and informal letters in accordance with Instruction 2030-A paragraph 2030.8(c).				X	X	X	X	X		X	X	X	X
Authority to sign correspondence over name and title in accordance with Instruction 2030-A, paragraph 2030.2(e)(2)(i) and (ii).				X	X					X			
Authority to ACT as RDM in accordance with Instruction 2006-G, paragraph 2006.302(c).				X	X					X			
Authority to establish supervised bank accounts, deposit loan checks and other funds, countersign checks, close accounts and execute all forms in connection with supervised bank account transactions in accordance with Instruction 1902-A paragraph 1902.8				X	X	X	X	X		X	X	X	X
Authority to execute “Release of Mortgage Interest” portion of Form 426-2, Property Insurance Mortgage Clause, in accordance with Instruction 426-1 paragraph IV A 3.				X	X	X	X	X		X	X	X	X
Authority to execute releases and satisfactions in connection with loans secured by real estate in accordance with Instruction 1951-D, 1951.157; 7 CFR 3550.161; HB 2, Chapter 2.				X	X	X	X	X		X	X	X	X
Authority to complete real estate loan closings and transfers in accordance with Instruction 1927-B, 1927.58.				X	X	X				X	X		
Authority to endorse checks as authorized in Instruction 1951-B, paragraph 1951.75(c), provided that in the case of basic security there is documentation in the case file by the supervisor or specialist who has been delegated release authority.				X	X	X	X	X		X	X	X	X
Authority to manage acquired property in accordance with 7 CFR 3550.251; HB 1, Chapter 15; and 1955-B, 1955.54(c).				X	X	X	X	X		X	X	X	X
Authority to dispose of acquired property in accordance with Instruction 1955-C, 1955.104 (a)(3); 7 CFR 3550.251; and HB 1, Chapter 16.				X	X					X			
Authority to liquidate real estate and acquire property in accordance with Instruction 1955-A, 1955.4(c); 7 CFR 3550.211; HB 1, Chapter 13				X	X					X			
Authority in planning and performing construction and other development work in accordance with Instruction 1924-A, paragraph 1924.3.				X	X					X			

Rural Development Manager (RDM) may delegate the following:	Prog Dir	SO Spec	RDM	RDS	Loan Spec	RDT	RDA	RDC	CDM	CDS	CDT	CDA	CDC
Authority to service MFH loans in accordance with Instruction 1965-B, 1965.52(c). Final approval of actions will be limited to the State Director in accordance with 1965.58(b)(2).				X	X	X				X			
Authority to exercise management and supervision of MFH borrowers and grant recipients in accordance with Instruction 1930-C				X	X	X				X			
Authority to service MFH cases where unauthorized loan or other assistance was received in accordance with Instruction 1951-N.				X	X	X				X			
Authority to execute any legal instruments, this includes financing statements, necessary to obtain or preserve security for loans in accordance with Instructions 1944-D, and 1944-E.				X	X	X				X			
Authority to service SFH loans, in cooperation with CSC, where unauthorized loans were received in accordance with 7 CFR Part 3550, 3550.164.				X	X	X				X			
Authority to perform servicing for SFH loans in accordance with 7 CFR 3550, Subparts D and E.				X	X					X			
Authority to process SFH 502 direct and guaranteed loans, 504 loans and grants, transfers/assumptions and subordinations in accordance with 7 CFR Part 3550.				X	X					X			

Community Development Manager (CDM) may delegate the following:	Prog Dir	SO Spec	RDM	RDS	Loan Spec	RDT	RDA	RDC	CDM	CDS	CDT	CDA	CDC
Authority to sign correspondence using the “for” format in formal and informal letters in accordance with Instruction 2030-A paragraph 2030.8(c) and 2030.8(e)(1) & (2).										X	X	X	X
Authority to sign correspondence over name and title in accordance with Instruction 2030-A, paragraph 2030.8(c) and (e)(1) & (2).										X			
Authority to ACT as CDM in accordance with Instruction 2006-G, paragraph 2006.302(d).										X			
Authority to establish supervised bank accounts, deposit loan checks and other funds, countersign checks, close accounts and execute all forms in connection with supervised bank account transactions in accordance with Instruction 1902-A paragraph 1902.8.										X	X	X	X
Authority to execute “Release of Mortgage Interest” portion of Form 426-2, Property Insurance Mortgage Clause, in accordance with Instruction 426-1 paragraph IV A 3.										X	X	X	X
Authority to execute releases and satisfactions in connection with loans secured by real estate in accordance with Instruction 1951-D, 1951.157; 7 CFR 3550.161; HB 2, Chapter 2.										X	X	X	X
Authority to complete real estate loan closings and transfers in accordance with Instruction 1927-B, 1927.58.										X	X		
Authority to endorse checks as authorized in Instruction 1951-B, paragraph 1951.75(c), provided that in the case of basic security there is documentation in the case file by the supervisor or specialist who has been delegated release authority.										X	X	X	X
Authority to manage acquired property in accordance with 7 CFR 3550.251; HB 1, Chapter 15; and 1955-B, 1955.54(c).										X	X	X	X
Authority to dispose of acquired property in accordance with Instruction 1955-C, 1955.104 (a)(3); 7 CFR 3550.251; and HB 1, Chapter 16.										X			
Authority to liquidate real estate and acquire property in accordance with Instruction 1955-A, 1955.4(c); 7 CFR 3550.211; HB 1, Chapter 13										X			

Community Development Manager (CDM) may delegate the following:	Prog Dir	SO Spec	RDM	RDS	Loan Spec	RDT	RDA	RDC	CDM	CDS	CDT	CDA	CDC
Authority in planning and performing construction and other development work in accordance with Instruction 1924-A, paragraph 1924.3.										X			
Authority to perform servicing for SFH loans in accordance with 7 CFR 3550, Subparts D and E.				X	X					X			
Authority to process SFH 502 direct and guaranteed loans, 504 loans and grants, transfers/assumptions and subordinations in accordance with 7 CFR Part 3550.				X	X					X			